

**FUNERAL DIRECTORS EXAMINING BOARD
MEETING MINUTES
November 22, 2016**

PRESENT: Aziz Al-Sager, Thomas Bradley, Marc Eernisse, Eric Lengell, Marla Michaelis, Dean Stensberg (*arrived at 9:46 a.m.*)

STAFF: Dan Williams, Executive Director; Kimberly Wood, Program Assistant
Supervisor-Adv. and other Department Staff

Thomas Bradley, Chair, called the meeting to order at 9:31 a.m. A quorum of five (5) members was confirmed.

ADOPTION OF AGENDA

MOTION: Marla Michaelis moved, seconded by Marc Eernisse, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Eric Lengell moved, seconded by Marla Michaelis, to approve the minutes of August 2, 2016 as published. Motion carried unanimously.

(Dean Stensberg joined the meeting at 9:46 a.m.)

CLOSED SESSION

MOTION: Marc Eernisse moved, seconded by Marla Michaelis, to convene to closed session to deliberate on cases following hearing (s.19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Thomas Bradley, Chair, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Aziz Al-Sager – yes; Thomas Bradley – yes; Marc Eernisse – yes; Eric Lengell – yes; and Marla Michaelis – yes. Motion carried unanimously.

The Board convened into Closed Session at 11:43 a.m.

(Dean Stensberg was out of the room while the motion to convene to Closed Session was being executed.)

RECONVENE TO OPEN SESSION

MOTION: Aziz Al-Sager moved, seconded by Marla Michaelis, to reconvene in Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 12:08 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Marc Eernisse moved, seconded by Marla Michaelis to affirm all motions made and votes taken in closed session. Motion carried unanimously.

DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Proposed Stipulation(s), Final Decisions, and Orders

15 FDR 017

Todd Wachholz, Wacholz and Sons Funeral Home

MOTION: Dean Stensberg moved, seconded by Aziz Al-Sager, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Todd Wachholz, Wacholz and Sons Funeral Home case number 15 FDR 017. Motion carried unanimously.

15 FDR 018

***Robert C Karrmann, Westgor Funeral Home (Menasha) and
Westgor Funeral Home (Neenah)***

MOTION: Marc Eernisse moved, seconded by Eric Lengell, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Robert C Karrmann, Westgor Funeral Home (Menasha) and Westgor Funeral Home (Neenah) case number 15 FDR 018. Motion carried unanimously.

Case Closings

15 FDR 011 – J.E.H., H.F.F. & C.S.

MOTION: Marla Michaelis moved, seconded by Marc Eernisse, to close DLSC case number 15 FDR 011, against J.E.H., H.F.F. & C.S., for Prosecutorial Discretion (P1). Motion carried unanimously.

15 FDR 018 – D.B.S.

MOTION: Dean Stensberg moved, seconded by Eric Lengell, to close DLSC case number 15 FDR 018, against D.B.S., for Prosecutorial Discretion (P1). Motion carried unanimously.

ADJOURNMENT

MOTION: Eric Lengell moved, seconded by Marc Eernisse, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 12:09 p.m.